

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD: JULY 1, 2005 - JUNE 30, 2006**

THOMAS J PASTUSZKA
CLERK OF THE BOARD
OF SUPERVISORS

2006 JUL 25 AM 8:57

COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS

1. DEPARTMENT/COURT INFORMATION:

Department/Court: DISTRICT ATTORNEY'S OFFICE
Division/Unit: Hall of Justice and all outlining Branches

2. VOLUNTEER PROGRAM BENEFITS:

a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporation, etc.)

No. Vol.: 45	Hours: 6.566	X	\$18.04	=	\$118,451
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Types of work performed by GENERAL VOLUNTEERS in this category:

To assist all staff with clerical duties and tasks: copying, filing, shredding, scanning projects, mail delivery, reception relief, etc in additional to other various tasks as needed.

b. INSTITUTIONAL VOLUNTEERS (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol.: na	Hours: na	X	\$18.04	=	\$ -0-
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

Not applicable.

c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.

<u>Position</u>	<u>Hours</u>	x	<u>VCL</u>	=	<u>Dollar Benefit</u>
77 Certified Legal Interns	18,192		16.63		\$302,533
9 Attorneys	3,169		25.51		80,841
3 Paralegals Interns	399		15.79		6,300
3 Nurse Consultants	241		12.85		3,097

No. Vol.: 92	Total Hours: 22,151		Total Value: \$392,771
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

Certified Legal Interns assist prosecutors with research; prepare, file and argue motions. Attorneys handle misdemeanor caseloads at two branches. Paralegals assist attorneys with cases for prosecution. Nurse Consultants assist attorneys on cases that involve medical related issues and/or crimes.

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
45	6,566	\$118,451
0	-0-	-0-
92	22,1531	392,771

TOTALS: 137

Total Hours: 28,717

Total Value: \$511,222

3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated: n/a

Value: -0-

Item Donated: _____

Value: _____

Item Donated: _____

Value: _____

Item Donated: _____

Value: _____

Total Value: \$-0-

4. VOLUNTEER PROGRAM COSTS:

- a. Cost of direct supervision of volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours: 120 x Rate \$ 55.14

Total Value: \$6,617

- b. Cost of program coordination (total hours of program coordination times hourly rate of coordinator(s)). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

Hours: 70 x Rate \$ 17.17

Total Value: \$1,202

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- c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

Item: n/a Cost: -0-

Item: _____ Cost: _____

Item: _____ Cost: _____

TOTAL OF OTHER PROGRAM COSTS = \$7,819

d. TOTAL OF VOLUNTEER PROGRAM COST = \$-0-
(4a+4b+4c)

5. **NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:**

- | | |
|--|-----------|
| a. Total Dollar Benefits of Volunteers, Item 2d | \$511,222 |
| b. Total of Donations to Volunteer Program, Item 3 | \$ -0- |
| c. Subtract Total of Program Costs, Item 4d | \$ 7,819 |

TOTAL PROGRAM BENEFIT \$503,403

6. **RECRUITING:**

Please describe your recruiting programs:

Each year we participate in internship recruitment from various law schools and local junior colleges. Additionally, we have our website up and running where we get a lot of inquiries from potential volunteers.

7. **SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

Three of our volunteers were Volunteers of the Year. Also we posted on our local website DANET, a special PowerPoint presentation during Volunteer Month, all our volunteers within this fiscal year, listing their name, location and number of hours served to date. Also, we were able to obtain grant funds for two AMERICORP VISTA volunteers. They are committed to 40 hours a week for one year; this is over 2,000 (each) volunteer hours.

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8. **VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2006/07:**

Please describe your program goals. Include activities, number of volunteers, recruitment, Training, recognition and other goals:

Continue to recruit from the website. Try and maintain our number of volunteers. Our goal for 06/07 is go get more volunteers for our Vista branch.

9. **GENERAL INFORMATION:**


Name of Person Completing Report: Kim Allen

Phone Number: (619) 531-4016 Mail Stop: D-421 E-Mail: kim.allen@sdcca.org

Volunteer Coordinator:

Phone Number: (619) 515-8650 Mail Stop: D-421 E-Mail: Cheryl.Ruffier@sdcca.org

10. **DEPARTMENT CERTIFICATION:**



DEPARTMENT HEAD SIGNATURE

7-19-06
DATE

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